

COMMONWEALTH OF MASSACHUSETTS

**TOWN OF GRAFTON
SPECIAL TOWN MEETING
June 5, 2021**

MINUTES

The Special Town Meeting for the Town of Grafton was held on Saturday, June 5, 2021 on the football field of the Grafton High School at 11:00 a.m. Additional seating was available in the gymnasium of the Grafton High School for attendees with mobility issues or those who could not sit out on the field in the sun. The original date of Monday, May 10, 2021 was postponed due to COVID-19.

Upon order of the Moderator, Dawn Anderson, 228 Brigham Hill Road, checkers were stationed at the basketball courts, using poll pads with which to check the names of those persons who entered. Upon checking in, each voter was given a paddle (green on one side, red on the other)_ and a green wristband. Voters were informed to wear the wristband on their right wrist to facilitate easier vote counting if a secret ballot vote was called. Voters were instructed to use the red/green paddles to display no/yes votes in order to facilitate vote counting during the meeting.

The Moderator opened the meeting at 11:02 a.m. and welcomed all present.

Ms. Anderson appointed David Robbins, 92 George Hill Road, as Deputy Moderator. Mr. Robbins was stationed in the gymnasium to assist voters in this area.

Ms. Anderson advised all present of the procedures used during the Special Town Meeting.

Town Clerk Kandy Lavalley read the return of the warrant.

Town Administrator Evan Brassard read the procedure for utilizing the consent motion.

RECOMMENDED CONSENT MOTION:

To see if the Town will vote to move Articles 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10 to a Consent Warrant for the purpose of passing said Articles by consent.

MOTION by Select Board Member Carlson: I move that the Town vote to move Articles 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10 to a Consent Warrant for the purpose of passing said Articles by consent.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

RECOMMENDED CONSENT MOTION:

To see if the Town will vote to act upon Article 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10 and that they be "passed by consent."

MOTION by Select Board Member Carlson: I move that the Town vote to act upon Article 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10 and that they by "passed by consent."

ARTICLE 1:

To see if the Town will vote to transfer and appropriate a sum of money from available sources for the purpose of adjusting certain line items within the operational budget.

Submitted by: Finance Director

*Required Vote: **MAJORITY***

CONSENT MOTION: I move to transfer and appropriate funds, as set forth in Appendix A, for the purpose of covering adjustments in the FY2021 budget.

ARTICLE 2:

To see if the Town will vote to authorize payment of any prior fiscal year bills, as listed below, from available sources.

- *Grafton Police Department - \$103.36 to Charter Communications*

Submitted by: Town Administrator

*Required Vote: **NINE-TENTHS***

CONSENT MOTION: I move to authorize payment to Charter Communications in the amount of \$103.36 from the Accounting Expense Account.

ARTICLE 3:

To see if the Town will vote to appropriate and transfer a sum of money from the Permanent Personnel Wages Account to the Expense Account.

Submitted by: Recreation Commission

*Required Vote: **MAJORITY***

CONSENT MOTION: I move to appropriate and transfer Twenty-Two Thousand Six Hundred Dollars (\$22,600.00) from the Permanent Personnel Wages Account to the Expenses Account.

ARTICLE 4:

To see if the Town will vote to transfer Sixty Thousand Seven Hundred and One Dollars (\$60,701.00) from the CPA Affordable Housing Reserve account to the Grafton Affordable Housing Trust, with such funds to be used in accordance with the CPA guidelines for community housing.

Submitted by: Community Preservation Committee

*Required Vote **MAJORITY***

CONSENT MOTION: I move the town to appropriate and transfer Sixty Thousand Seven Hundred and One Dollars (\$60,701.00) from the CPA Affordable Housing Reserve Account to the Grafton Affordable Housing Trust.

ARTICLE 5:

To see if the Town will vote to extend the provisions of Article 20, Section 4-20, and allow for the carryover of more than ten (10) days of vacation time for employees if approved by the Town Administrator, who shall have sole discretion to approve or not

approve such requests based on the best interests of the Town, for the Fiscal Year beginning July 1, 2020, to expire June 30, 2021.

Submitted by: Town Administrator

Required Vote: **MAJORITY**

CONSENT MOTION: I move to extend the provisions of Article 20, Section 4-20, to allow the Town Administrator to approve the carryover of more than ten (10) days of vacation time for employees, in his sole discretion based on the best interests of the Town.

ARTICLE 6:

To see if the Town will vote to transfer and appropriate from available sources a sum of money for the purpose of paying outstanding Animal Control Invoices.

Submitted by: Town Administrator

Required Vote: **NINE-TENTHS**

CONSENT MOTION: I move to authorize the payment of Prior Fiscal Year Invoices to the Cummings Veterinary Medical Center in the amount of Two-Hundred and Fifty Dollars (\$250.00) and to the Baypath Humane Society in the amount of Three-Hundred and Fifty Dollars (\$350.00) for a total of Six-Hundred Dollars (\$600.00) from the Accounting Expense Account.

ARTICLE 7:

To see if the Town will transfer and appropriate a sum of money from available sources for the purpose of defraying the costs associated with Grafton's Annual Town Meeting.

Submitted by: Finance Director

Required Vote: **MAJORITY**

CONSENT MOTION: I move to appropriate and transfer Thirteen Thousand Three Hundred and Sixty-Two Dollars (\$13,362.00) from the Veterans Service Expense Account for the purpose of paying expenses associated with holding the annual town meeting outdoors.

ARTICLE 8:

To see if the Town will vote to transfer and appropriate a sum of money from available sources to fund the Police Expenses Account.

Submitted by: Grafton Police Department

Required Vote: **MAJORITY**

CONSENT MOTION: I move to appropriate and transfer Twenty-Five Thousand Dollars (\$25,000.00) from the Police Personnel Services Account to the Police Expenses Account.

ARTICLE 9:

To see if the Town will vote to transfer and appropriate a sum of money from the Cemetery Perpetual Care - Sale of Lots Fund for the purpose of replacing Truck 28.

Submitted by: Finance Director

Required Vote: **MAJORITY**

CONSENT MOTION: I move to raise and appropriate funds in the amount of Seventy-Five Thousand Dollars (\$75,000.00) from the Cemetery Perpetual Care – Sale of Lots Fund for the purpose of replacing Truck 28.

ARTICLE 10:

To see if the Town will transfer and appropriate a sum of money from the Sewer Retained Earnings Account for the purpose of replacing an F-250 Truck with a plow in the Sewer Department.

Submitted by: Finance Director

*Required Vote: **MAJORITY***

CONSENT MOTION: I move to raise and appropriate funds in the amount of Forty-Five Thousand Dollars (\$45,000.00) from the Sewer Retained Earnings Fund for the purpose of replacing a F-250 truck with a plow.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

Select Board member Mead made a motion to adjourn at 11:10 a.m.

The motion was seconded.

The Moderator declared the motion carried and declared the meeting adjourned.

A true copy,
Attest,

Kandy L. Lavallee
Town Clerk

Appendix A:

Amount	From	To
\$2,000.00	Clerk Expense Account	Election Salary Account
\$2,263.00	Town Accountant Salary Account	Hydrant Rental - Grafton Unclassified Dept. Account
\$3,000.00	Town Administrator Salary Account	Human Resource Salary Account
\$4,000.00	Town Administrator Salary Account	Health Department Salary Account
\$5,000.00	Town Accountant Salary Account	Building Salary Account
\$6,000.00	Town Accountant Salary Account	Cemetery Department Expense Account
\$9,500.00	Town Administrator Salary Account	Auditing Service Account
\$11,000.00	Sanitation Salary Account	Highway Salary Account
\$15,000.00	Fire Salary Account	Fire Department Retirement Account
\$15,000.00	Town Administrator Salary Account	Long-Range Tree Removal Capital Account
\$15,000.00	Town Insurance Account	Sanitation Expense Account
\$18,200.00	Town Administrator Salary Account	Planning Board Salary Account
\$21,000.00	Town Accountant Salary Account	Town Accountant Expense Account
\$50,000.00	Town Insurance Account	Snow and Ice Account
\$50,000.00	Free Cash	OPEB Trust Account
\$85,000.00	Fire Salary Account	Vacation & Sick Buy Back Account
\$110,000.00	Fire Salary Account	Snow and Ice Account